

M I N U T E S
THIRD WALNUT CREEK MUTUAL
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, FEBRUARY 9, 2015 AT 9:00 A.M.
BOARD ROOM, GATEWAY COMPLEX
1001 GOLDEN RAIN ROAD WALNUT CREEK, CA 94595

President Chuck Sanderson called the Regular Meeting of the Board of Directors of Third Walnut Creek Mutual to order at 9:00 a.m. on Monday, February 9, 2015.

Ms. Bank took the roll call.

PRESENT:

Charles Sanderson, President (VII)	Jack Case, Director, District V
Rob Rothway, Vice President (IX)	Doug Hipsley, Director, District X
Frank Anton, Treasurer (VIII)	Gery Yearout, Director, District XI
Judy Bank, Secretary (XV)	Jean Faszholz, Director, District XII
Ove Floystrup, Director District III	Walt Braun, Director, District XIII
Stanley Newman, Director, District IV	Mike Fleck, Director, District XIV

Mutual Operations staff was represented by Paul Donner, Director of Mutual Operations and Sharon Fees, Board Services Coordinator.

There were eleven additional mutual members present.

APPROVAL OF MINUTES: Chuck Sanderson asked for any additions or corrections to the following set of meeting minutes:

Regular Meeting of the Board.....January 12, 2015

With no corrections noted or made, the minutes to the above stated meetings stand approved.

MEMBERS' FORUM:

Marilyn Wilson, 2643 Saklan Indian Dr. #1: Ms. Wilson thanked Mrs. Faszholz and Mrs. Yearout for their efforts on getting Terra California, Entry 9 rehabbed with landscaping that is not only draught resistant, but also beautiful to look at.

Judith Schumacher-Jennings, 870 Terra California Dr. #6: Ms. Schumacher-Jennings, a member of Solar Rossmoor, also thanked Mrs. Faszholz and Mrs. Yearout for the rehabbed landscaping at Terra California, Entry 9. She also thanked Faszholz for her leadership efforts in Third Mutual in attempting to conserve as much irrigation water as possible.

Roxanne Stallings, 3478 Rossmoor Pkwy: Ms. Stallings expressed her approval at Third Mutual's efforts at setting standards for MOD and for applying more oversight concerning the Mutual's managing agent. Stallings encouraged the Mutual in communicating more with residents.

PRESIDENT'S REPORT: Mr. Sanderson

Directors' Retreat: Chuck Sanderson reported that at the Director's Retreat the Board decided to review the management agreement and report back to Paul Donner the Board's evaluation of each department/facet within MOD.

TAARC: The next Committee meeting will be held on Friday, February 13.

Highlights of the Presidents' Forum include:

Annual Legal Seminar: The annual legal seminar will be presented by Hughes Gill Cochrane and will take place for all Mutual Directors and appropriate staff on March 24.

Broadband Study: A media consulting firm, The Broadband Group, was hired to perform a study of Rossmoor's current broadband and future broadband needs. Each Mutual president received a copy of the study and a survey that the firm would like each mutual to fill out and submit. Each TWCM Director will receive a copy and a survey form for each Project that they are responsible for to be completed and submitted.

Rossmoor News: The editorial policy was discussed and explained by Rossmoor News Editor, Maureen O'Rourke.

Transfer Fee: It was reported that this item had been discussed at the latest GRF Finance Committee meeting and it is recommended that no change to the fee structure be made at this time.

Golf Cart Registration: Discussion occurred as to which entities should manage this.

Emergency Preparedness and Solar Power were also discussed.

SECRETARY'S REPORT: Ms. Bank

No report was given.

TREASURER'S REPORT: Mr. Anton

Frank Anton reported that Third Walnut Creek Mutual is in solid financial health. Five Projects continue to demonstrate a weakened financial position, but it is noted that all

five are improving their reserve deficiencies.

Anton requested that Directors Yearout and Hipsley present a brief report to the entire Board regarding the solutions as to how the reserve funds for Projects xx and xx will be bolstered over the next few years.

The C-DARS program is now fully implemented throughout the Mutual; currently with approximately \$5.6 million invested.

COMMITTEE REPORTS:

BUDGET AND FINANCE: Mr. Anton

Two outstanding receivables, one from Project 39 and one from Project 45, with high balances, were sent to collections in January via Angius & Terry. The outstanding balance in Project 45 was received in full at the end of January. The other receivable will continue to be pursued and litigated.

Overall, Coupon Receivables have remained about the same, while Third-Party Billing Receivables continue on a modest and steady decline.

BUILDING MAINTENANCE: Mr. Braun

Walt Braun highlighted the following from the Building Maintenance Report:

The Committee is in the process of reviewing all of the maintenance-oriented TWCM policies. Rob Rothway will be making a report on this at the February Building Maintenance Committee (BMC) meeting.

No report was submitted by the Cost Reporting Sub-Committee, but an update should be available at the next BMC meeting in February.

Jack Case and the Solar sub-committee distributed a presentation to the Committee and to the Board prepared by Aztec Solar.

Clayton Clark distributed a building rehab schedule for 2015 to all of the Directors. Directors should contact Clark with any concerns regarding the schedule. Frank Anton cautioned directors to assure that sufficient and available reserve funds for planned rehabs.

LANDSCAPE: Mrs. Faszholz

Jean Faszholz reminded Directors to schedule major projects for the MOD work crews to perform during each Project's MOD landscape project days.

Faszholz recommended that if Directors reach out to residents most affected by

significant landscape rehabilitations, it will greatly reduce any consternation that may result from extra equipment and staff being in the area. It will also help mitigate a potential "reluctance" for landscape changes amongst residents.

Directors requested to review the water usage, per meter, for their Projects. This information can be requested from EBMUD via MOD.

Paul Donner recommended that Directors strive to reduce irrigation water usage, as much as possible, and to educate their residents on how to take advantage of water-reducing devices for their individual homes in the effort to conserve water. Donner opined that one of the worst water wasters are slow, undetected leaks that occur underground.

A Mutual-wide Landscape Meeting is being planned for the spring.

GOVERNING DOCUMENTS: Mr. Sanderson

A mailer of proposed policy updates and proposed new policies will go out to the membership in early March for the required 30-day comment period prior to formal Board approval.

ALTERATION PERMIT REVIEW COMMITTEE: Mr. Case, Chair

Jack Case reported that he and Walt Braun met with Manager Theresa Molina and Alterations Inspector Dave Peakes in order to better define the alterations approval process.

AUDIT COMMITTEE: Mr. Braun

Walt Braun reported that the audit process is almost complete for Third Mutual. An update will be provided at the March Board meeting.

COMMUNICATIONS COMMITTEE: Mrs. Yearout

No report was given.

EMERGENCY PREPAREDNESS: Mr. Hipsley, Chair

Doug Hipsley reported that on January 14, Rossmoor CERT hosted a presentation on the Napa Earthquake.

Rossmoor CERT meets monthly and all residents are welcome and encouraged to attend these meetings.

The TWCM Emergency Preparedness Committee (EPC) sponsors two meetings per year. The next seminar will take place on April 23. TWCM EPC is going to co-sponsor

this event, along with several other emergency preparedness organizations that exist in Rossmoor. The topic will cover what to do to prepare for an earthquake and what should be done immediately following the occurrence of an earthquake.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Motions to lien: There were no motions to lien.

Policy 89, Minimum Threshold Levels of Operating Funds and Reserve Funds to be Maintained by Projects: Frank Anton moved to accept the new Policy 89, as presented, to be distributed to the TWCM membership for comment, as required by law, prior to formal adoption by the Board. Mike Fleck seconded the motion and was unanimously approved.

Merchants and Farmers Bank: Frank Anton moved and Rob Rothway seconded to authorize Walt Braun to open CDs for Projects 34 and 64 for amounts up to \$100,000 at Merchants and Farmers Bank. The motion passed unanimously.

Board Approval of Building Standards Sub-Committee Charter: Walt Braun moved and Judy Bank seconded to approve the Building Committee Building Standards Subcommittee Charter. The motion passed by majority vote with one dissenting vote submitted by Rob Rothway.

Policy 64, Electrical Vehicle Charging: Judy Bank moved and Rob Rothway seconded to approve the amended Policy 64, as presented, for distribution to the TWCM membership for comment, as required by law, prior to formal adoption by the Board. The text includes the DMV definition of an electric vehicle. The motion passed by majority vote with abstentions submitted by Mike Fleck and Doug Hipsley.

ADJOURNMENT

Having no further business the regular meeting recessed at 10:52 a.m. to an Executive Session.

Sharon Fees, Assistant Secretary
Third Walnut Creek Mutual